Glossary of Terms

Business Case- a description of the business requirement for a particular function. It may occur at different levels of detail. For example, the highest level requirement may state that there should be a Standard General Ledger(SGL) listing all accounts that may be utilized. A lower level requirement may divide that SGL up into groups of accounts that reference a particular type (revenue, accounts payable etc.). The lowest level may specify the particular numbers, names and usage of accounts below which there is no subdivision.

Certification- the desired state of a system. It asserts that the system meets a sufficient number of its requirements and that it can be described as ready for use.

Cross System Test- a test which encompasses more than one automated information system (AIS) in order to be able to thoroughly validate a specific high level requirement.

Data Collection- the gathering of information from the testing processes which the ICF will then review and from which they make a certification recommendation.

Data Collection Package- all the information accumulated from the data collection process and put together for review by the ICF. From this review they will make a recommendation of certification.

DataBase (db) Listing- written record of the data values the system holds at any particular point in time. This may or may not be formatted but it must come directly from the database.

Federal Financial Management Requirements(FFMR)- all the requirements which DoD automated information systems must meet in order to obtain certification of compliance. These requirements come from multiple sources and those applicable to DFAS systems are maintained in the DFAS Guide or Bluebook.

Framework- a term used by the Joint Financial Management Improvement Program (JFMIP) to describe the underlying organization and structure of their Software Qualification Test (SQT) for Commercial Off-the-Shelf Systems (COTS). Every test has a framework, specified or default, the critical issue is how well planned and developed it is. Frameworks sometimes have other names such as test infrastructure, test architecture etc.

Independent Consulting Firm (ICF)- an accounting firm hired by the government to provide assistance in developing the test for Federal Financial Management Requirements (FFMR) fulfillment and assessment of the sufficiency with which the system satisfies those requirements.

Integrated Test- a system level test which includes both specific business functional requirements and FFMR.

Phases- major subdivisions of the processing sequence which include pre-determined time frames representing specific processes.

Processing Cycles- subdivisions with a Phase which execute specific programs and tests in a logical functional order.

Processing Sequence- the total single threaded order of phases, cycles and transactions within the test.

Query- an interrogation of the system database to retrieve specific information. It is most often returned in a database listing.

Report- a defined formatted retrieval of data from the system. Code to produce a report is written by a programmer and may contain errors. It must be tested just like any other component of the system. A report should not be used to validate another function unless the report itself has previously been thoroughly validated.

Requirement Traceability- the process of tracking requirements from their initial statement through the design, code, test and validation of the system.

Roadmap- a JFMIP term describing the relationship between the business cases, test cases and individual test steps of the SQT.

Scenario- a DFAS term which describes a collection of scripts related in some way to one another. This relationship may be functional in nature and executed at various points in the system test or simply a gathering of tests executed following one another.

Script- the specific information needed to execute and validate the lowest level test. Scripts contain cases, set-up instructions, data values/transactions/files, execution procedures and validation instructions.

Set up Data- the data which must be loaded on the system before ordinary daily business can be conducted. It includes things like user roles and privileges, master/referential data etc.

Stand Alone Test- a test executed solely to validate that the system meets the FFMR.

Test Case- a narrative description of a specific test requirement, generally at the script level.

Test Step- in JFMIP documentation a test step is a specific point in the processing sequence where a given script is executed. In DFAS, a step is a point within a script itself.

Transaction- a collection of data representing a specific business action to be entered into the system, e.g. commitment, obligation, expense etc.